

Assistant editor, *National Geographic Traveller* (UK)

APL Media Limited is seeking an assistant editor for *National Geographic Traveller* (UK) magazine to join its friendly Kentish Town-based office, working primarily on print but also contributing to the brand's diverse commercial, digital and events portfolio. This is an ideal role for a talented junior editor or travel journalist with exemplary written communication skills, brand awareness and copy-editing experience, who's looking to flex their editorial skillset in a medium-sized publishing house.

The role

The assistant editor has the responsibility to support the editor, deputy editor and commissioning editors in developing, managing and executing the editorial vision of *National Geographic Traveller* (UK) in line with the wider brand strategy. Successful candidates will demonstrate an ability to anticipate what our consumer wants and needs are and be able to deliver it in creative print and digital packages.

As well as commissioning content for the title's Smart Traveller and Travel Talk sections, essential pillars of the assistant editor role include editing supplements, keen-eyed proofreading that adheres to house style and administrative tasks. The position calls for a good news sense, a willingness to build a network of industry contacts and the ability to work creatively and collaboratively in a fast-paced work environment.

APL Media publishes a range of travel and lifestyle titles for consumer and trade publications. Its flagship title *National Geographic Traveller* (UK) has various offshoots including *Food by National Geographic Traveller* (UK), the *Collection* series and multiple supplements, including *Cruise* and *Winter Sports*. It also has a busy events programme including National Geographic Traveller Food Festival, The Masterclasses and Travel Geeks.

Key skills and requirements

- Excellent written communication skills and a strong portfolio of published articles.
- An in-depth knowledge of and enthusiasm for travel media, and a burgeoning contact book.
- Experience editing, commissioning and working with freelance writers.
- Strong time management skills — and the ability to juggle multiple projects.
- Aptitude for project management — able to use initiative and foresight to see projects through from inception to publication, and judgement to manage and deploy available resources to meet deadlines.
- Passion for upholding the style and standards of the *National Geographic Traveller* (UK) brand.
- Able to contribute to digital activities — using CMS to upload and edit content, as well as a knowledge of SEO techniques and interest in digital marketing.
- Willingness to build and maintain working relationships with tourism brands and travel PRs.
- Public speaking skills: representing the brand at events, panel talks and conferences, in the UK and overseas.

Key responsibilities

- Liaising with the subbing, design, production and sales departments.
- Understanding the competitive landscape and continuously monitoring all relevant media.
- Managing team documents and records.
- Commissioning features for print and online.
- Feature editing for print and online.
- Pitching story ideas for print and online.

- Picture research.
- Nurturing relationships with writers and PRs.
- Writing.
- Proofing pages at all stages.
- Writing press releases.
- Assisting team members.
- Uploading content using CMS.
- Attending press events and conferences.
- Event moderation.
- Editing supplements.
- Helping to ensure production deadlines are met in accordance with agreed schedules.

What next?

If you're interested in this position, please attach a copy of your CV and include a cover letter stating why you would be great for this role.

About us

APL Media Limited is a fast-growing, medium-sized company (with almost 100 people) based in Kentish Town, London. Over the past 25 years we've focused on travel and lifestyle content for the consumer and trade industries, and have built a friendly, loyal and experienced team.

aplmedia.co.uk

Our titles

- Consumer: *National Geographic Traveller* (UK), *National Geographic Traveller – The Collection*, *Food by National Geographic Traveller* (UK), *Living360* and newspaper inserts.
- Trade: *Postcards* and *ASTA Worldwide Destination Guide*.

Start date: April 2023

Deadline for applications: Sunday 26 March 2023

Contact: Via email only: editorial@aplmedia.co.uk

Hours: Full-time (9am-5.30pm). Note we offer a hybrid working environment as standard — three days working in the office, two days working from home.

Job type: Permanent.

Please note: Only candidates meeting the requirements for the role will be contacted.